



# K A N S A S

JACK RICKERSON, DIRECTOR

DEPARTMENT OF ADMINISTRATION  
DIVISION OF PERSONNEL SERVICES

KATHLEEN SEBELIUS, GOVERNOR  
HOWARD R. FRICKE, SECRETARY

## MEMORANDUM

**TO:** State HR Directors  
**FROM:** Jack Rickerson  
**DATE:** October 3, 2003  
**SUBJECT:** Open Enrollment for Group Health Insurance

We appreciate your efforts, and the efforts of your staff, in managing all of the activities and issues associated with open enrollment. Over 300 attended the HR open enrollment training sessions held throughout the state to explain the plan benefit changes. Still, we recognize that there are a wide range of issues and circumstances competing for your time, and that rate increases and the general complexity of the topics of health care and health insurance present additional challenges. We also realize that there are different levels of comfort about passing on the information we have provided. We will appreciate you contacting us if there are things we can do to support your efforts to pass on comprehensive and accurate information to all employees.

If you are conducting your own agency open enrollment meetings and are interested in using the PowerPoint Presentation created by the Benefits Unit, you can access that presentation at <http://da.state.ks.us/ps/documents/oepres04.ppt>. We have provided a script that supplements the PowerPoint Presentation. We believe the script does an excellent job of explaining why rates are going up and why the Health Care Commission made the decisions it did, which has kept employees from paying even higher premiums. To get to that script, please save the document (the PowerPoint Presentation) to your hard drive. You will then need to reopen the document and click "view" on the toolbar and select "notes page." If you do not have Microsoft PowerPoint, or experience problems accessing the document, please let us know and we will work with you individually.

If you are not conducting your own agency open enrollment meetings, you may want to access our schedule of information meetings being conducted by Benefits staff (there are 65 scheduled throughout the state) at <http://da.state.ks.us/ps/subject/oemtgs04.htm>. Please encourage your agency's employees to attend a meeting near them.

I hope this information is helpful. Please feel free to contact Linda De Coursey (785-296-4341) if your or your staff need additional explanations, if questions come your way that you think only we can answer, or if you simply want to check some things out. Again, thank you for your efforts.